



Date: Tuesday, February 1, 2022

To: Recipients

Re: Air Quality Post Processor Development
Questions and Answers

Q1. Do the firms who respond (whether as prime contractor or subcontractor) need to have and disclose an audited overhead rate as part of their response?

A1. As stated within Section 2. Technical Proposal (page 5) of the RFP, “Total Costs” should include “Breakdown of All Other Charges, such as fringe benefit, overhead, profit, etc. This would apply both to the consultant and any subconsultant(s) on this effort.

As to whether the overhead rate needs to be audited, SJTPO cannot answer this question as it seeks a legal conclusion. The proposer must make this determination on its own or with the assistance of counsel.

Q2. In the proposal, are you willing to accept position titles instead of specific named individuals?

A2. SJTPO will accept position titles in lieu of names of specific individuals. The cost estimate should include the number of hours and hourly rate allocated to each title and task. Please be aware that one of the evaluation criteria as part of consultant selection includes Staff Qualifications, whereby the Staffing Plan should demonstrate staff ability to successfully complete the project. Furthermore, staff resumes will be evaluated as to individual and collective experience with successfully implementing similar projects.

Q3. Why does SJTPO need a post-processor?

A3. A post-processor is needed because the output from SJTPO’s travel demand model is not in a format that can be readily input into EPA’s MOVES emissions model. The South Jersey Travel Demand Model (SJTDM) outputs volumes in peak periods which extends several hours. MOVES needs a specific apportionment of that peak period volume for each hour in a 24-hour period. MOVES also requires a similar apportionment of speeds for each hour in a 24-hour period. Also, the SJTDM only has three vehicle types: automobiles, commercial vehicles, and trucks, while MOVES has 13 specific vehicle types, known as the source type population. In accordance with Federal regulations, the vehicle-miles traveled (VMT) from a regional network-based travel demand model must be adjusted to match the Federal Highway Performance Monitoring System (HPMS) VMT data. The above noted includes a few of the major adjustments that must be made before outputs from a regional travel demand model can be fed into the MOVES emissions model; however, there are still more not specifically listed here.

Q4. Can you give an example of an open-source or non-proprietary software that this post-processor could be run in?

SJTPO is flexible as to the post-processor and will consider all feasible options so long as they are non-proprietary and does not require the purchase of a specialized license that is not open source. Examples may include but are not limited to Microsoft Excel or Access.